

**COUNTY OF SAN DIEGO
HEALTH AND HUMAN SERVICES AGENCY
COMMUNITY ACTION BOARD (CAB)
1255 Imperial Avenue, San Diego, CA 92101
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CAB Meeting Minutes: January 13, 2012

CALL TO ORDER

CAB Chair Ana Briones-Espinoza called the meeting to order at 2:35 p.m.

ROLL CALL

- Present: Awichu Akwayna; Denise Reed; Ann Durham; Paul Moose; Adriana Paulson; Rebecca Baez; Ana Briones-Espinoza; Filipa Rios; Keith Stevenson; Jasmin Kirkland; Margie de Ruyter
- Excused: Scott Suckow; Nelson Leone
- Absent: Sonia Ruiz
- Staff: Sylvia Melena; Dan Vasquez; Juana Duenas; Luke De Smet

ACCEPTANCE OF AGENDA

- Adriana Paulson motioned to approve the January 13, 2011 agenda. Awichu Akwayna seconded the motion. The agenda was unanimously approved.

APPROVAL OF MINUTES

- Keith Stevenson motioned to approve the December 7, 2011 minutes. Awichu Akwayna seconded the motion. The minutes were unanimously approved.

COMMUNITY ACTION BOARD OUTREACH PLAN – Update from CAP staff

Sylvia Melena distributed CAB Outreach Plan Update. The priority is to fill CAB vacancies in District 2 and District 5. Filling alternate vacancies is also a goal. HHSA Communications Office approved e-mail language to send to CAB members for distribution to their e-mail lists. HHSA Communications Office posted on the County's Twitter pages. HHSA Communications also approved an ad to be placed by Ann Durham in the San Diego Lawyers Club web page. Ms. Durham will place ad and report at next CAB Meeting. Sylvia Melena will follow up regarding legislative staff recruitment for respective districts and report at next meeting. Juana Duenas will follow up with 2-1-1 and report at next CAB meeting. To help with recruitment efforts, it was suggested that some CAB meetings should be held in a more centralized location so as to reduce the driving time for members from District 5. Various locations were discussed, and a vote shall be held regarding future locations at the next CAB meeting. It was suggested that staff create a calendar featuring the date, time, and location of future CAB meetings.

Sylvia Melena informed CAB that State of California responded to the latest compliance memo congratulating CAB for its efforts in recruitment outreach.

CAB was informed by staff that the application for Denise Smith has been submitted to the Clerk of the Board.

INFORMATION ITEM: FSS PROCUREMENT

Juana Duenas informed CAB that 2012 is the last option year of CAP's current Family Self-Sufficiency contracts. CAP is preparing a Request for Proposal to begin the procurement process for new contracts.

As FSS contracts move forward, CAB will provide input on programs and priorities. Ana Briones-Espinoza led a discussion regarding topics CAB will discuss over the next five monthly meetings. The following preliminary plan was made:

February 2012

The agenda will include an action item to approve a checklist providing an overview of Community Action Month. A vote will also be held regarding possible locations for future CAB meetings. There will be a presentation on the Earned Income Tax Credit Program.

March 2012

CAP staff will provide new information regarding county demographic data, economic indicators, and gap analysis, so as to help identify areas of San Diego that are in need. As Ana Briones-Espinoza's term as chairperson is soon expiring, it is suggested that the process of deciding on a new chairperson begin in March.

April 2012

Staff will present the results of the RFQ for the Court Referral Program that was released on January 20, 2012.

May 2012

May is Community Action Month, and CAB will be counted on in a support and advisory role.

June 2012

Discussion should begin regarding the new two-year CAP Plan. A PowerPoint presentation can be used as a reference. There will be discussion of the public hearings to be held in regard to the plan.

Denise Reed informed CAB that February 4, 2012 is the Eighth Annual Multi-Cultural Celebration of Life at Palavra Tree, Inc.

PUBLIC COMMENT: None

ADJOURNMENT

- Adriana Paulson motioned to adjourn meeting at 4:01 p.m. Margie de Ruyter approved motion. Motion unanimously approved.

MINUTES APPROVED BY: Denise Reed (Secretary)

Signature

Date

NEXT MEETING

- February 10, 2012, 2:30 p.m.